

Thank you very much for responding to our invitation for training on the new VLM Image Viewer Tool.

We have your county scheduled for training on **XXX, XXX**. EST

Training Preparation

To optimize your time during the training session, we would request you perform the following steps well in advance of your scheduled training.

1. Ensure you are using one of the supported browsers for the Image Viewer tool. This includes Internet Explorer Versions 7-11 and Google Chrome. If you do not have this browser installed on your computer, you can download at no cost by clicking on this link <http://windows.microsoft.com/en-US/internet-explorer/download-ie> and following the installation instructions.
2. Log into the VLM Image Viewer to confirm your link and log in information is working properly. You can connect clicking the following link: https://vlmviewer.essvote.com/cgi-bin/image_viewer.cgi.
3. We've attached the Image Viewer Training Guide should you want to get a head start in familiarizing yourself with the Image Viewer prior to the training session.
4. Your log in information is as follows:

User Name _____

Password _____

Day of Training

1. At the time of your scheduled training, please click on this link [Join WebEx meeting](#) or copy it into your browser window to join. Please join approximately 5 minutes prior to your scheduled start.
2. Separate audio will be available simultaneously via conference call. After connecting to the online meeting, please phone in at 1 866 469-3239. You will be asked for an access code or meeting number. Please enter 63250052.

As always, please feel free to contact us should you have any questions or need any assistance by emailing VLMProject@essvote.com, or call Jeremy Martina, ESS Project Manager, at (937) 607-3626.

Thanks,

Jeremy Martina
ESS Project Manager



Election Systems & Software
11208 John Galt Blvd.
Omaha, NE 68137

